

**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
GREEN ACRES PROGRAM – TAX EXEMPTION PROGRAM****APPLICATION FOR REAL PROPERTY TAX EXEMPTION****N.J.S.A. 54:4-3.63 et seq.**

NOTE: All applicant organizations shall be exempted from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1954 prior to the submission of this application.

The enabling legislation for this exemption program states that the property for which an exemption is claimed shall be made open to the public on an equal basis and that the granting of an exemption for the property shall be in the public interest.

Please submit two (2) Initial Applications (Form GAR-031 2/06) with two (2) Initial Statements (*per Block and Lot*) to the Tax Assessor of the municipality in which the parcel is located. Also, please forward one Initial Application (Form GAR-031 2/06) and one Initial Statement (*per Block & Lot*) to the following address:

ALL DOCUMENTS MUST HAVE ORIGINAL SIGNATURES.

**NJ Department of Environmental Protection
Green Acres Program
Attn: Tax Exemption Program
PO Box 412
Trenton, NJ 08625-0412**

Click here to obtain an [INITIAL STATEMENT FORM](#).

PART A - OWNER INFORMATION

1. Name of Organization: _____
2. Official Address: _____

3. Organizational Representative to receive correspondence regarding this application:
Name: _____ Title: _____
Street Address: _____ City: _____ State: _____ Zip: _____
Business Phone: () _____
E-mail Address: _____

PART B - SITE INFORMATION

4. Location of Property: (Submit separate applications for each municipality. Attach additional sheets if necessary.)

Municipality: _____ **County:** _____

BLOCK	LOT	ACRES	CURRENT TAXES	ZONING	BUILDINGS OR STRUCTURES

- A. Flora _____
- B. Fauna _____
- C. Adjacent Land Use _____
- D. Facilities on the Site (boat dock, bathing beach, parking lot, dormitory, etc.) _____
5. To substantiate the organization's request for tax exemption, the following documents must be submitted:
- (a) A statement describing the **public use** that will be permitted on the site. This use statement must be a detailed account of all recreation and/or conservation facilities that are available. Explain in detail how the public use will differ from the existing private use of the site;
 - (b) A detailed statement describing the **means of access** available to the site (street location, parking, etc.) and an official municipal map showing the location, accessibility, and vicinity of the subject site;
 - (c) A detailed statement describing any **fees, charges, memberships, registrations or schedules** regarding the public use of the site. Explain how the public fees or schedule differ from the existing private ones;
 - (d) A detailed statement describing any **restrictions** on the public use of the site (camping, boating, hunting, fishing, day use only, no fires, etc.), and the rationale for the restriction (suitability of land, sensitivity of natural resources, proper maintenance and improvement of the property, etc.); and
 - (e) A detailed plan for the **maintenance, policing and preservation** of the site.
6. List any **current leases, business activities, other uses**, etc., which are part of the operation of the site:
- _____

PART C - MUNICIPAL INFORMATION

7. Name, Address and Phone Number of the **Municipal Tax Assessor**

Name: _____ Phone: () _____

Street Address: _____ City: _____ State: _____ Zip: _____

8. Name, Address, and Phone Number of the **Official Advertising Newspaper of the Municipality**.
(This information should be obtained from the municipal clerk's office.)

Name: _____ Phone: () _____

Street Address: _____ City: _____ State: _____ Zip: _____

PART D - SAVE HARMLESS

9. Name of Organization: _____

does hereby hold the STATE OF NEW JERSEY, and the Departments and Agencies thereof, harmless from any damages, losses and claims which may arise directly or indirectly from the public use of such lands which may be certified under this act (N.J.S.A. 54:4-3.63 et seq.).

PART E - SUPPORTING DOCUMENTATION (*) ALL ITEMS REQUIRED (***)**

- a. A copy of the Internal Revenue Service, Section 501(c)(3) Ruling or Determination Letter. (If a group exemption has been granted to a parent organization, also include documents relating your organization to the parent organization.)
- b. A statement by Counsel or other competent declarer attesting to the applicant organization's ownership of the subject property.
- c. A copy of the full-size municipal tax map sheet(s) showing the property included in this application. (Please highlight, outline, and/or label the specific site.)
- d. Complete INITIAL STATEMENT(S) – *one per block and lot*.
Click here to obtain an [INITIAL STATEMENT FORM](#).
- e. A copy of the current tax bill *for each lot* covered by this application accompanied by a statement of property assessment.

PART F - AFFIDAVIT

State of New Jersey SS

County of _____

I, _____ being _____
(Name of Officer) (Title of Officer)
of the _____ being duly sworn
(Name of Applicant Organization)

according to law do say that I have read this application in its entirety and that the answers to the foregoing questions, documents submitted, and other declarations herein were given by me and that they are true to the best of my knowledge and belief.

(Signature of Officer Taking Oath)

Subscribed and sworn before me this _____
day of _____, 20____

Attested by:

Signature: _____
Name of Witness: _____

This form is prescribed by the Commissioner, New Jersey Department of Environmental Protection as required by N.J.S.A. 54:4-3.63 et seq., and may be duplicated but may not be altered or amended without the approval of the Commissioner.